

# Northcentral University

## Career Fair at Northcentral University

Saturday, December 14 10am - 2pm

8667 E Hartford Drive, Scottsdale, Arizona

For additional information on this event, visit:

[https://www.appone.com/MainInfoReq.asp?R\\_ID=680219](https://www.appone.com/MainInfoReq.asp?R_ID=680219)

Northcentral University is a global leader in online graduate education with students, alumni, and faculty in over 50 countries around the world. Working professionals have the opportunity to earn a U.S. regionally accredited graduate degree in the areas of business, education, psychology and marriage and family therapy, while working One-to-One with our 100% doctoral faculty via advanced delivery modalities. NCU is committed to helping students achieve academically and become valuable contributors to their communities and within their professions

### **What We Are Looking For:**

NCU is growing! We are currently seeking dynamic individuals to become part of our Admissions team as Associate Enrollment Advisors.

The Associate Enrollment Advisor is responsible for recruitment communications directed toward prospective students. This position is also responsible for assisting prospective students in the decision-making process relative to the academic, schedule, time, motivation, and cost benefits of attending NCU.

**Essential Duties and Responsibilities:** [https://www.appone.com/MainInfoReq.asp?R\\_ID=680219](https://www.appone.com/MainInfoReq.asp?R_ID=680219)

### **Education and Experience:**

Associate's degree from a two-year college or technical school plus six (6) months experience in enrollment advising in a collegial setting preferred \* Proficiency in the use of the Internet \*Strong analytical and critical thinking skills\*Excellent customer service skills \*Call center experience preferred\*Driven and self-motivated\*Education sales experience preferred \*Excellent verbal and written communication skills\*Detail oriented\*All skills, abilities and education will be considered for minimum qualifications

What to Do to Apply and Join the Career Fair:

Apply online at [https://www.appone.com/MainInfoReq.asp?R\\_ID=680219](https://www.appone.com/MainInfoReq.asp?R_ID=680219)

(Applications will also be available at the Career Fair as well, however it is preferred that you apply online in advance.)

- Come to the Career Fair in professional attire
- Bring a copy of 3-5 professional references and several copies of your resumé